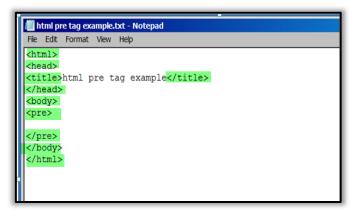
Quick Reference Guide for Creating Simple HTML Files

Created by Filer Technical Support

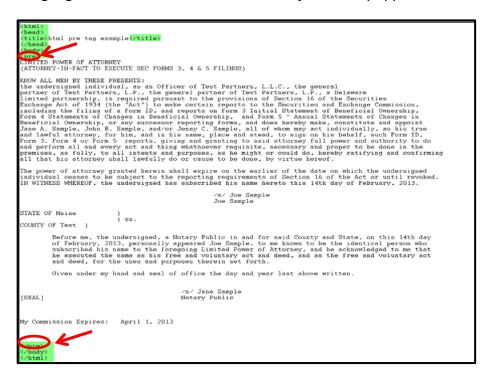
These instructions have been written to help filers prepare and process files electronically. These instructions are provided only as general guidance and should not be relied upon as definitive or a substitute for the information provided in the EDGAR Filer Manual.

Please follow these instructions:

1. Open your document in Notepad and format it as you would like it to be displayed.

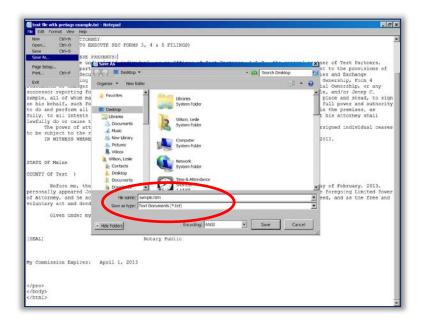


2. Type the following tags around the formatted document just as they appear in the example below.



Note: The text of your document should appear between the <Pre> and </Pre> tags as displayed in the example below.

- 3. In NotePad, select File and then Save As.
- 4. In the **File name** field, type the filename with an .htm extension.



5. Click Save.